

Chapter 7 - Human Resources



AP 7120 - Job Descriptions

Supervisor:

1. Works with **Human Resources** to develop a current job description for each employee they supervise.

Human Resources:

1. Maintains current job description file for all employees.

July 25, 1985

Adopted College Council

March 8, 2006

Revised

February 9, 2011; February 26, 2015;

June 11, 2019

Revised by College Executive Administration